EDIT RECORD FOR STUDENT MEAL COUNTS - INDIVIDUAL SCHOOL BUILDING (Directions of back)

School				Month			Enrollment	
Number of Operating Days				Attendance F	actor 95°			
EDIT #1 Compare daily lunch count by category (free, reduced price, and paid) to number eligible by category Highest Number Eligible during month Free Reduced price Paid								
DAY OF MONTH	FREE STUDENT COUNT	REDUCED STUDENT COUNT	PAID STUDENT COUNT	TOTAL STUDENT COUNT	ADULT NO CHARGE	ADULT PAID COUNT	ADULT TOTAL COUNT	SECOND LUNCHES
2								
3 4								
5								
6								
7								
8								
9								
10 11								
12								
13								
14								
15								
16								
17								
18 19								
20								
21								
22								
23								
24								
25 26								
27								
28								
29								
30								
31								
TOTAL								
EDIT #2 C	ompare the le	lunches to b	e claimed for perating days	r the month : = X	to the attendary	dance adjuste	d allowable an	nount *
REDUCED eligible X Operating day			s = X	= X .95 = Maximum allowable = X .95 = Maximum allowable			*	
PAID eligible X Operating days = X .95 = * Maximum allowable Paid count for me							*	
*Count for mo	nth in most ca	ses must be eq	ual to or less th	an maximum all			ns for exceptions	·
EDIT #3 Compare Average Daily Participation (ADP) for current month to proceeding month FREE ADP LAST MONTH FREE ADP THIS MONTH Reasonable Question??								
REDUCED ADP LAST MONTH REDUCED ADP THIS MONTH PAID ADP LAST MONTH PAID ADP THIS MONTH							Reasonable Reasonable	

Directions:

EDIT #1

On a daily basis compare the daily student counts for each category (free, reduced price, and paid) to the highest number of students reported as eligible to participate. The daily count in each category must be equal or below the highest number eligible.

The first edit tests to see if the number of student lunches claimed in each category (free, reduced price, or paid) is in excess of the highest number of students currently eligible. No adequate meal count system could produce a daily lunch count in excess of the highest number eligible in a category. No claim should be made for lunches exceeding the highest number eligible in each category (free, reduced price, or paid).

EDIT #2

Compare the monthly count in each category to the "attendance adjusted" eligible students. "Attendance adjusted" eligible is derived by multiplying the number of children eligible in each category by the "attendance factor" (.95 for lowa).

The second edit tests to see if the number of student lunches claimed in each category (free, reduced price, or paid) is at or below the "attendance adjusted" eligible number of students. This edit is a test of reasonableness – it is reasonable, to expect a school to serve no more free, reduced price or paid lunches than there are students who are eligible and are in attendance.

EXCEPTION:

There are schools that have an "attendance factor" higher than 95 percent. It is conceivable to claim at a rate higher than 95 percent but the count must not exceed 100 percent. An "attendance factor" higher than .95 percent must by documented by attendance record on file. Schools that have a participation rate higher than .95 percent will be notified periodically by the State Agency.

When the daily student count in a category is higher than edits 1 or 2 the figures may be incorrect. If the number of student lunches counted and recorded is significantly greater that the edit, the school districts and institutions must investigate to determine if the student lunch count is in error (and correct the error), or determine and document an explanation which accounts for the higher number of lunches. It may be necessary to review the counting system to assure that it produces an accurate daily count. If the meal counting system and the meal count in question pass review satisfactorily, all the meals may be claimed.

EDIT #3

Compare each school's average daily participation (ADP) by category (free, reduced price and paid) to the preceding month. The "Average Daily Participation" (ADP) is computed by taking the school's total number of lunches served, by category, for a month, and dividing each category by the number of serving days in the month.

The third edit is performed by the school districts and institutions each month prior to the submission of the claim for reimbursement.